

**Job Title:** Analyst

**Department:** Lending

**Location:** Boston

**Bank overview:**

Anglo Irish Bank is a focused business bank providing Business Banking, Treasury and Private Banking services. Our customers deal directly with a dedicated Relationship Manager who delivers a high quality service in their field of expertise.

**Key tasks & responsibilities:**

- Provide administrative support to a lending team
- Prepare in-depth financial analysis and underwriting on current loans
- Analyze real estate investment / development proposals: identify risks, outline critical issues, perform sensitivity analysis
- Analyze legal / mortgage documents (Promisory Notes, Loan Agreements, Mortgage and Security Agreements and Guarantees).
- Analyze Construction requisitions
- Administer day to day needs of the clients
- Account maintenance and customer service
- Prepare quarterly loan reviews

**Skills / experience required:**

- Bachelor's Degree required
- Excellent Microsoft skills including Word, PowerPoint, Excel etc.

**Competencies required:**

- Strong communication and organisational skills
- A high level of accuracy and an eye for detail
- Willingness and ability to learn and train others
- Ability to prioritise, work under time constraints and meet deadlines
- Team player

**If you are interested in this vacancy, please contact  
Kristin Simon, VP, Human Resources – North America  
[ksimon@angloirishbank.com](mailto:ksimon@angloirishbank.com)**

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